



Information for Enrollment of Peers in the Early Childhood Education Program 2016-2017 School Year

Selection for enrollment will **begin** in May 2016 for the 2016-2017 school year. Recognizing there may be many more applications than placements available; a lottery system will be utilized as a waiting list. The ECEP Peer Component uses the following procedure to select students who will be enrolled in the program each year:

Application Procedures:

1. Manchester residents must apply between February 18, 2016 and April 22, 2016.
2. A child must be three years of age by August 31, 2016, in order to have his/her application placed in the lottery. However, parents of children who will turn three years of age after August 31st may submit an application to be placed on the waiting list on or after their child's third birthday. The waiting list is for openings that may occur when enrolled children leave the program during the year.
3. Applications will not be held from one year to the next. For students not already enrolled in ECEP, a new application must be submitted for each upcoming year. In addition, if a parent refuses an opening in the ECEP or moves to another town while your child is on a waiting list, their name is removed from the waiting list.
4. Siblings of current students will need to submit applications in order to be considered for a peer slot in the ECEP.
5. All currently enrolled 3 year-old students, who will turn 4, will have the opportunity to return for the following school year without re-applying. Sessions must be selected by April 22, 2016. After the returning students have selected a session for the next school year, the number of openings in the morning and afternoon session is determined.

Preschool Schedule & Activity Fees for 2016-2017

The Early Education Program follows the Manchester Board of Education calendar.

Timely payment is expected. By agreement, activity fees payments will be paid in advance before the first day of school. We reserve the right to withdraw your child from the program for non-payment of activity fees. **Payments are accepted in the form of a bank check or money order ONLY and should be made out to Manchester Public Schools.**

3 day program for three year olds \$600

4 day program for four year olds \$650

5 day program for three year olds \$700

Additional Information:

Parents must provide transportation. Parents are required to follow all State of Connecticut mandates and Manchester Board of Education policies regarding health requirements. Children must be 3 or 4 years of age and must be toilet-trained to enter the Early Childhood Education Program. **All children must get their flu shot.**

As a peer model, we expect your child to demonstrate the following:

- Age appropriate cognitive, motor, social, and speech/language skills.
- The ability to initiate and maintain positive interactions with children.
- Participate and sustain attention in group activities.
- Follow adult directions.

Students who are eligible for Kindergarten will not be permitted to remain in the Early Childhood Program's Peer component.

Please keep in mind that the first month of attendance is a trial period. We will be observing our peer models to determine if he/she possesses the above mentioned skills. If these skills are not exhibited during this trial period, we would consider this program to be inappropriate for your child and encourage you to explore other preschool opportunities for your child. Note if this were to occur, we would refund your activity fees.

Please retain these guidelines for reference.



Manchester Public Schools
Early Childhood Education Program
Peer Application
2016-2017 School Year

Child's Name: _____

Parents' Name: _____

Address: _____

Phone: _____

Date of Birth: _____ * Age: _____ * ☐ Male ☐ Female

All Language Spoken at home: _____

Students selected from the lottery will be offered either the morning or afternoon session based on availability of openings. All classroom locations are to be determined.

School Session Preferred (Please Check):

☐ 3 day morning (3 year olds)

☐ 5 day morning (3 year olds)

☐ 4 day afternoons (4 year olds)

Application deadline: April 22, 2016

Please mail, deliver or email all applications to:

Ashley Ladr, Preschool Secretary
Manchester Preschool Center
60 Washington Street
Manchester, CT 06042
Phone: 860-647-3483
aladr@mpspride.org

All children applying for a peer position in the Early Childhood Education Program must be three years of age on or before August 31, 2016.

I have read and understand the lottery procedures and activities fee/payment requirements.

Parent Signature

Date